

**MINUTES OF NEW CREATION**  
**Local Human Rights Committee Meeting Held 18 September 2013**  
**Prepared by Ruth Molyne**

Meeting was called to order by committee chair Kelly Murphy at 6:08 p.m. for the purpose of hearing business related to the New Creation Local Human Rights Committee. At 6:10 p.m. committee member Ruth Molyne made a motion to go to executive session to interview prospective LHRC member, Monica Lucas. Motion was 2<sup>nd</sup> by Chairman Kelly Murphy. At 6:25 p.m. Chairman Kelly Murphy made a motion to close executive session and Ruth Molyne 2nds. Vice-Chairman Charisma Dixon makes a motion to recommend Ms. Lucas' application for membership on the New Creations LHRC. Secretary Ruth Molyne 2nds.

6:30 The LHRC reconvenes. Members present Chairman-Kelly Murphy, Vice-Chairman Charisma Dixon, and Secretary Ruth Molyne (Group A member Ms. Janelle Smith also recording). Committee and affiliate introductions were made.

**Approval of Draft Minutes for September 18, 2013:** Ms. Molyne made a motion to accept the minutes of 05 June 2013. Ms. Dixon 2nds.

**Public Comment:** Ms. Molyne noted that she would be having a book signing on 3-4 October at the Richmond Veterans Administration Medical Center. She informed those present that the book was an inspirational self help book which could be helpful to affiliates or clients.

**Old Business:** None

**New Business:**

**Request for New Affiliation:** Mr. Lamar Taylor of Global Interventions Svc LLC gave a brief description of the services that his company intends to deliver. Ms. Molyne made a motion to approve affiliation for the provision of Therapeutic Day Treatment Services in Hopewell, VA and Ms. Dixon 2nds. **(vote: Unanimous)** Mr. Curseen informed the new provider of the meeting requirements associated with being a member of the New Creation LHRC

**Request for Expanded Affiliation:** Ms. Claire Burnette of Kingdom Dominion, LLC presented a brief description of the expansion in Chesterfield, VA for the provision of Residential Services. Ms. Dixon made a motion to approve affiliation and Ms. Molyne 2nds. **(Vote: Unanimous)**

**Request for Expanded Affiliation:** The representative from Hands of Unity Residential Group Home presented a brief description of the expansion for the provision of Residential Group Home Services at 5141 Jessup Road in North Chesterfield, VA. Ms. Dixon made a motion to grant the request for affiliation. Ms. Molyne 2nds. **(Vote: unanimous)**

**Request for Affiliation:** Johnson Family & Residential Svcs presented a List of Potential Sponsors. Ms. Dixon made a motion to accept the information provided. Ms. Molyne 2nds.

**Request for Affiliation:** The representative from Impact Youth Svcs of Chesterfield, VA gave a brief description of the services that their company intends to deliver. Ms. Molyne made a motion to grant the request for affiliation (program expansion) for the provision of Residential Services (Impact Adult Svcs). Ms. Dixon 2nds. **(Vote: Unanimous)**

**Human Rights Policies & Procedures Review:** The committee accepted the policies and procedures with the changes recommended by Mr. Curseen for **1)** Global Intervention Services, LLC and **2)** We Care For You Residential Services, LLC.

Ms. Kelly Murphy invites attention to meeting dates and reporting months. Next meeting 04 December 2013. Both groups A & B need to report no later than 20 November 2013.

Mr. Curseen elaborates on Questions 1 and 4 and notes that affiliates can attend any LHRC meeting but attendance is mandatory at the regularly scheduled group meetings. Quarterly Reports also need to be submitted each reporting period even if a provider is not scheduled to attend the meeting.

In the future the LHRC will recommend a citation whenever a provider fails to report on changes to their DBHDS licensing status, including citations, services additions and closures as referenced on **Page 3 Question 2** of the Quarterly Report. If there is information, it must be reported.

### **Quarterly Report Comments**

#### **Group A**

Brother's Keeper, Inc. Citation recommended for late report Provider also needs to use revised report form. (Ms. Molyne made motion Ms. Dixon 2nds)

First Class Living - Citation recommended for late report (Ms. Dixon made motion – Ms. Molyne 2nds)

Kingdom Dominion - Citation recommended for late report (Ms. Molyne made motion – Ms. Dixon 2nds)

Life Services, Inc. Page 3 - Questions 1 and 4: Responses need to be submitted to Mr. Curseen NLT COB 02 October 2013

Supportive Intervention Services - Page 1 needs to include name of licensing specialist; Page 3 #4 – Info needed to explain steps currently being taken to ensure LHRC mbrshp. Needs to be submitted to Mr. Curseen NLT COB 02 October 2013

Upside to Youth Page 3 #2 – licensing citation not reported. Needs to be submitted to Mr. Curseen NLT COB 02 October 2013

We Care For You Residential Services Page 1 – name of licensing specialist is incorrect. Needs to be submitted to Mr. Curseen NLT COB 02 October 2013

#### **Group B**

La Solucion Familiar Para Adultos y Ninos - Citation recommended for late report (Ms. Dixon made motion Ms. Molyne 2nds)

More Solutions Page 3 #4 – Info needs to explain steps currently being taken to ensure LHRC mbrshp. Submit to Mr. Curseen NLT COB 02 October 2013

Prevention Services of Virginia - Citation recommended for late report (Ms. Dixon made motion Ms. Molyne 2nds)

ProActive Behavioral Services - Citation recommended for missing report (Ms. Dixon made motion Ms. Molyne 2nds)

Richmond Private Methadone Clinic - Page 5 Action deferred –Review complaints w/LHRC at December 4, 2013 LHRC meeting

The MARCS Agency Citation recommended for late report (Ms. Dixon made motion Ms. Molyne 2nds)

There was discussion via affiliates and committee members regarding additional training for Page 3 Question #2 concerning the LHRC requirement for providers to report citations received to the LHRC. It is noted that training can be scheduled.

Mr. Curseen provided In-service Training on the topics CHRIS (Comprehensive Human Rights Information System – POC Margaret Walsh or Susan Tinsley or Mr. Curseen), DELTA, and Public Meetings.

**Secretary's Report:** All Group A members were in attendance.

Meeting adjourned at 8:00

8:05 Executive Session Statement of LHRC read - Ms. Molyne made motion to enter executive session Ms. Murphy 2nds.

Mr. Curseen, Ms. Murphy, Ms. Molyne and representative from First Class Living Center attended. Discussion focused on the mandatory reporting requirements for complaints, citations, and corrective actions. The committee recommends First Class Living Center attend Group B meeting on 04 December 2013 to discuss omissions on Quarterly Reports Form, for 2<sup>nd</sup> Qtr 2013.

Ms. Molyne made motion to close executive session and Ms. Murphy 2nds.

Executive session adjourned at 2025.